



BIG MOUNTAIN SEWER DISTRICT

PO Box 1252
Whitefish, Montana 59937

**Board of Director Minutes
September 29, 2022 9:30 am
Northern Lights Conference Room
Kandahar Lodge
Whitefish, MT 59937**

1. CALL TO ORDER

President Sato called the meeting to order at 9:31 a.m. Present were: Jennifer Sato, Brad Kincaid, Greg Ferrian, Jason Hanchett, Paul Montgomery/AMCE, and Leslie Bales. Present via Zoom were Al Clough and Kathy McAughan.

2. INTRODUCTIONS

Everyone present was already acquainted. There was no one present from the public.

3. PUBLIC COMMENT

There was no public

4. PRESENTATIONS

There were no presentations.

5. PUBLIC HEARING

Montana Environmental Policy Act Review – Categorical Exclusion

President Sato read the opening paragraphs of the notice of public hearing which stated the purpose was to obtain comments regarding the environmental review record for the proposed Infiltration & Inflow Mitigation project that will rehabilitate and adjust manholes throughout the Village and along Big Mountain Road in an effort to reduce the amount of clear water infiltration and runoff that is entering the District's sewage collection system. Sato explained this is a requirement of the Department of Commerce for the grant funding. President Sato then opened the public hearing. Paul Montgomery, AMCE explained the potential impacts were identified as noise and dust, with these potential issues being addressed with jake brake mufflers and dust mitigation measures. Montgomery explained that MEPA (Montana Environmental Protection Act) allows the environmental review to consist of a categorical exclusion by comparing the solution to MEPA requirements, and Montgomery's recommendation was to draft a categorical exclusion showing the justification for the exclusion. Montgomery explained further that the purpose of the public hearing was to hear any questions or concerns with the categorical exclusion. President Sato acknowledged there was no one present to make a verbal comment. President Sato asked Bales if there were any written comments, there were none. President Sato closed the public hearing.

President Sato moved the Resolution for Categorical Exclusion up on the agenda. President Sato read the first paragraph of Resolution 23-2 to accept the determination that a categorical exclusion is appropriate for the Big Mountain County Sewer District's

Inflow & Infiltration Mitigation Project. Kincaid made motion to approve Resolution #23-2, second by Ferrian. Motion carried with roll call as follows: AYES: Clough, Ferrian, Kincaid, McAughan, Sato. NOES: None. ABSENT: None. ABSTAIN: None.

6. INFLOW & INFILTRATION PROJECT

Montgomery updated the BMSD Board on the status of the field changes through work change directives so far, sharing with the original scope of roughly 43 project elements and, as of now, all but eight have been completed. The contractor has billed \$300,000 into a \$360,000 contract. Montgomery continued substantial completion of the original contract was September 30th (Friday), and through work directives we added another 10 days. Montgomery reported CIP will be done within the 10 days. Montgomery went through the scope of work in work change directives #1 - #5,

- #1 – add \$9,491 and added two work days. Rebuild chimney and raise frame/lid on MH A1-1, and Rebuild top of existing damaged cone section on MH 11. Discussion on MH A1-1 followed, with Kincaid asking if this was the manhole that was not in the original scope. Montgomery replied yes, but in the retrospect this manhole badly needed repair and it is good it was added to the project.
- #2 – add \$15,029 for Manhole A1-1.1 add 48” barrel section due to manhole being buried so deep, and bringing it up to the surface. Added four work days.
- Change Order #1 includes both WCD #1 & WCD #2 for \$24,520.
- #3 – add \$28,947 to repair the invert of manhole A3-5 to remove localized high spot and facilitate improved flow; along with MH 33A bypass, clean, assess and build new bench/channel which added four work days.
- #4 – add \$4,050 for MH 26A and 27 – corrections to lid elevations.
- #5 – add \$5,572.67 to add 3.08’ of depth to MH A4-5.1 in order to intercept existing 8” sewer. New manhole being placed over an existing bend in sewer lines.
- Total of work change directives \$63,089.67.

Discussion of the specifics of the work change directives and the progress of the I&I Project in general followed.

President Sato reported there is also an amendment to the Engineering Agreement with Anderson Montgomery Consulting Engineers for \$12,169 that includes the additional engineering required to rescope and rebid the I&I project after the first bids came in way above both the engineer’s estimates and the preliminary budget. Montgomery asked if there were any questions, there were none. (Total additions to I&I Project costs with \$12,169 engineering is a total of \$75,258.67.) Montgomery reported there will be Change Order #2 incorporating WCD #3, #4, and #5. Hanchett reported he is in agreement with all the work change directives and change orders.

Kincaid made motion to approve Engineering Agreement #5 for Additional Engineering in the amount of \$12,169 and authorize President Sato to sign; second by Ferrian. Motion carried with roll call as follows: AYES: Clough, Ferrian, Kincaid, McAughan, Sato. NOES: None. ABSENT: None. ABSTAIN: None. Ferrian made motion to accept Change Order #1, along with Work Change Directives #1 - #5; second by Kincaid. Motion carried with roll call as follows: AYES: Clough, Ferrian, Kincaid, McAughan, Sato. NOES: None. ABSENT: None. ABSTAIN: None.

7. REVIEW OF MINUTES

The July 14, 2022 minutes of the BMSD Regular Meeting were approved as written upon motion of McAughan, second by Ferrian. Motion carried with roll call as follows: AYES: Clough, Ferrian, Kincaid, McAughan, Sato. NOES: None. ABSENT: None. ABSTAIN: None.

The July 28, 2022 Special Meeting minutes were approved as corrected "adding Jen Sato to attendance at the Monday project meetings" upon motion of Kincaid; second by Ferrian. Motion carried with roll call as follows: AYES: Clough, Ferrian, Kincaid, McAughan, Sato. NOES: None. ABSENT: None. ABSTAIN: None.

8. FINANCIAL REVIEW

Bales reported BMSD has received 100% of our special sewer assessment for FY22, so we will not be receiving any income from assessments until November, adding how unusual it is to receive 100% of assessments in such a timely manner. Bales also reported the I&I Project financial paperwork with AMCE is going well. The financials were approved upon motion of McAughan; second by Ferrian. Motion carried with roll call as follows: AYES: Clough, Ferrian, Kincaid, McAughan, Sato. NOES: None. ABSENT: None. ABSTAIN: None.

9. OLD BUSINESS

President Sato read the opening paragraph of Resolution #23-1 adopting the Final Budget for FY23 as presented. Bales reported the only changes to the preliminary budget were to reduce the I&I Project grant funds by the reimbursements actually received in FY22. Resolution #23-1 was adopted upon motion of Ferrian, second by McAughan. Motion carried with roll call as follows: AYES: Clough, Ferrian, Kincaid, McAughan, Sato. NOES: None. ABSENT: None. ABSTAIN: None.

President Sato reported the Medicine Rock Construction Walk-through is just an update, these projects were estimated for PIF's. They are just getting started on framing but need to remember to watch this project and compare final plans to the estimates.

Public Works Superintendent Hanchett reported the grease trap repair had been completed in April. Discussion followed about remembering to clean grease traps also. Hanchett will send out a reminder to restaurants.

President Sato reminded the Board that Ben Hammer left his prior firm, Hammer, Quinn and Shaw, and has established a new firm – Omvig Hammer Law P.C. The Board discussed this at our July 28th meeting and decided they wanted to continue with Ben Hammer as the attorney for Big Mountain County Sewer District. The billing agreement with Omvig Hammer Law P.C. is for \$200 per hour for either Omvig or Hammer, and \$135 per hour for paralegals. Motion to approve the billing agreement and authorize President Sato to sign and execute was made by McAughan; second by Kincaid. Motion carried with roll call as follows: AYES: Clough, Ferrian, Kincaid, McAughan, Sato. NOES: None. ABSENT: None. ABSTAIN: None.

10. NEW BUSINESS

Hanchett reported there is not a real maintenance update as the scheduling for maintenance is all set for after the I&I project completes. Hanchett reported October 17 for generator maintenance and line cleanings.

Bales reported the Special Assessment Roll for Big Mountain County Sewer District has been completed and submitted to Flathead County for FY23. The final assessments for FY23 are \$596,481.58.

Plant Investment Fees for 1019 Elk Camp Loop, Lot #18 - \$7,606.30/Ochs were accepted upon motion of Kincaid, second by Ferrian. Motion carried with roll call as follows: AYES: Clough, Ferrian, Kincaid, McAughan, Sato. NOES: None. ABSENT: None. ABSTAIN: None.

11. MISCELLANEOUS FOR THE GOOD OF THE ORDER


The next regular meeting of the BMSD Board of Directors will be Thursday, January 19th, 2023 at 9:30 a.m. President Sato asked Montgomery if there would need to be a special meeting for the I&I Project. Montgomery explained the remaining process for conclusion and wrap-up of the project noting that there is no need for a special meeting. DNRC and MCEP retain \$12,500 each of the project until project has been closed out. President Sato reminded the Board that after the grant call last week our project will be remaining open until after spring runoff so we can assess the usage and the success of the project.

Anyone who is interested can meet today at 11:00 a.m. with Montgomery, Matt (Construction Inspector), and Josh from CIP Technology at Hemlock Lot to review the project.

Ferrian, Sato, Hanchett, and Bales went along on the walkthrough of the project.

President Sato reported on Thursday, October 6th from 1 to 3 p.m. representatives from DNRC/RRGL and MCEP/TSEP will be meeting in this room to review the paperwork, and then to physically review the project and take pictures

Upon motion duly made and seconded the meeting adjourned at 10:02 a.m.



Jennifer Sato, President



Leslie Bales, Secretary

RESOLUTION #23-1

BIG MOUNTAIN SEWER DISTRICT BUDGET APPROVAL

WHEREAS, The Big Mountain Sewer District Board of Directors has budget authority for the Big Mountain Sewer District;

WHEREAS, under 7-6-4005, M.C.A., expenditures are limited to appropriations and local government officials may not make a disbursement or an expenditure or incur an obligation in excess of the total appropriations for a fund;

WHEREAS, the Board of Directors has reviewed the Big Mountain Sewer District Fund #7225 for projected revenues and expenditures for the upcoming FY23 and its actual revenue and expenditures for the prior year FY22; and,

WHEREAS, the Board of Directors recognizes the revenue projections for FY23 are subject to change based on district assessments.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors approve the FY23 budget for Fund #7225 as attached; and,

BE IT FURTHER RESOLVED, that this Resolution of approval shall be entered into the minutes of the Board of Directors.

APPROVED AND ADOPTED THIS 29th day of September, 2022 and effective as of July 1, 2022

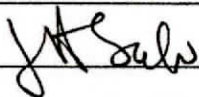
BIG MOUNTAIN SEWER DISTRICT Board voting as follows:

FOR: Clough, Ferrian, Kincaid, McAughan, Sato

AGAINST: none

ABSTAIN: none

ABSENT: none



Jennifer Sato, President

WITNESS my hand officially, this 29th day of September, 2022.



Leslie Bales, Secretary

CERTIFICATE AS TO RESOLUTION AND ADOPTING VOTE

I, the undersigned, being the duly qualified and acting recording officer of Big Mountain Sewer District, Montana (the "District"), hereby certify that the attached is a true copy of a Resolution entitled: "RESOLUTION TO ADOPT THE FINAL BUDGET FOR BIG MOUNTAIN COUNTY SEWER DISTRICT FOR FY23, EFFECTIVE JULY 1, 2023" (the "Resolution"), on file in the original records of the District in my legal custody; that the Resolution was duly adopted by the Board of Directors of the District at a regular meeting on September 29, 2022, and that the meeting was duly held by the Board of Directors and was attended throughout by a quorum, pursuant to call and notice of such meeting given as required by law; and that the Resolution has not as of the date hereof been amended or repealed.

I further certify that, upon vote being taken on the Resolution at said meeting, the following Directors

voted in favor thereof: Clough, Ferran, Kincaid, McAugher, Sato

voted against the same: none

abstained from voting thereon: none

or were absent: none

WITNESS my hand officially this 29th day of September, 2022.



Leslie Bales, Secretary

	Prior Year Budget FY22	Dept Request for FY 2023	Updated Requests for FY23	FINAL Budget FY23
NON-TAX REVENUE				
4050 Hook-up Fees	\$ 7,500	\$ 10,000	\$ 10,000	\$ 10,000
4060 Capital Credit Refund - FEC	\$ 100	\$ 100	\$ 100	\$ 100
4100 Interest Revenue	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500
4200 Penalties and Interest	\$ 2,000	\$ 2,500	\$ 2,500	\$ 2,500
Total Non-Tax Revenue	\$ 14,100	\$ 17,100	\$ 17,100	\$ 17,100
GRANT FUNDING				
DNRC/RRGL	\$ 125,000			\$ 125,000
MCEP/TSEP	\$ 300,000			\$ 500,000
Flathead County/DNRC MAG	\$ 208,822			\$ 208,822
Flathead County/ARPA	\$ 104,411			\$ -
Total Grant Funding	\$ 738,233			\$ 833,822
TAX REVENUE				
4000 Tax/Assessment Revenue/Fees =	\$ 570,042	\$ 570,042	\$ 592,516	\$ 596,482
Total Tax Revenue	\$ 570,042	\$ 570,042	\$ 592,516	\$ 596,482
TOTAL REVENUE	\$ 1,322,375	\$ 587,142	\$ 609,616	\$ 1,447,404
OTHER RESOURCES				
Cash available @ August 31				\$ 1,063,986.78
Less outstanding warrants @ May 31				\$ 179,220.07
Total Other Resources	\$ -			\$ 884,766.71
TOTAL RESOURCES	\$ 1,322,375	\$ 587,142	\$ 609,616	\$ 2,332,170
MAINTENANCE & OPERATION EXPENDITURES				
5020 Line Fee (City of Whitefish)	\$ 328,125	\$ 393,750	\$ 450,000	\$ 450,000
5030 Salaries (5 directors)	\$ 3,075	\$ 3,075	\$ 3,075	\$ 3,075
5040 Dues & Subscriptions	\$ 1,000	\$ 1,950	\$ 2,000	\$ 2,000
5041 Training	\$ 400	\$ 400	\$ 400	\$ 400
5050 Bonding & Insurance	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
5071 Line Maintenance Expense	\$ 20,942	\$ 10,150	\$ 10,150	\$ 10,150
5072 General Manager	\$ 800	\$ 800	\$ 800	\$ 800
5073 Lift Station 1 Operations	\$ 2,850	\$ 3,150	\$ 3,150	\$ 3,150
5074 Lift Station 2 Operations	\$ 2,850	\$ 3,150	\$ 3,150	\$ 3,150
5075 Office Expense	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500
5076 Legal	\$ 5,000	\$ 8,500	\$ 8,500	\$ 8,500
5079 Lift Station Repairs	\$ 1,000	\$ 1,100	\$ 1,100	\$ 1,100
5080 Professional Fees (Engineer & Audit)	\$ 16,000	\$ 20,000	\$ 20,000	\$ 20,000
5090 Maintenance-Labor	\$ 1,800	\$ 1,800	\$ 1,800	\$ 1,800
5091 Maintenance-Supplies	\$ 4,300	\$ 5,000	\$ 5,000	\$ 5,000
5100 Utilities	\$ 960	\$ 1,056	\$ 1,056	\$ 1,056
5110 District Administration	\$ 12,000	\$ 16,200	\$ 18,000	\$ 18,000
5115 Management Fee	\$ 27,960	\$ 28,800	\$ 28,800	\$ 28,800
5140 Office Supplies	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
5155 Telephone	\$ 930	\$ 1,023	\$ 1,023	\$ 1,023
5182 Records Retention	\$ 650	\$ 750	\$ 750	\$ 750
5650 Bank Charges	\$ 20	\$ 20	\$ 20	\$ 20
5700 Depreciation	\$ 45,200	\$ 47,500	\$ 52,000	\$ 52,000
Total Maintenance & Operation Expen	\$ 489,362	\$ 561,674	\$ 624,274	\$ 624,274
CAPITAL EXPENSES				
6011 Capital Asset purchase - manhole	\$ 12,572			
6019 Capital Asset purchase - pump				
Total Capital Expense	\$ 12,572			
GRANT PROJECT EXPENSES				
6013 Engineering Services	\$ 29,700.00	\$ 144,346.00	\$ 158,436.00	\$ 141,485.00
6013 Legal Costs, Admin & Audit Fees	\$ 3,250.00	\$ 24,400.00	\$ 24,400.00	\$ 34,400.00
6013 Construction		\$ 752,347.00	\$ 366,942.00	\$ 367,000.00
6013 Contingency		\$ 78,907.00	\$ 55,041.00	\$ 345,753.00
I & I PROJECT BUDGET			\$ 100,000.00	\$ 888,638.00
6013 BMSD Contingency	\$ 11,000	\$ -	\$ -	\$ 100,000.00
Bond Cost (Bank Charges)	\$ 14,315	\$ -	\$ -	\$ -
Loan Reserves	\$ 58,265	\$ 1,000,000	\$ 704,819	\$ 988,638.00
TOTAL EXPENDITURES	\$ 560,199	\$ 1,561,674	\$ 1,329,093	\$ 1,612,912

Added new assessments for Medicine
Rock subdivision + updates

CASH: (per Bank Rec's August 2022)

Flathead County -	\$ 662,956.25
Parkside Savings -	\$ 871.28
Parkside CD -	\$ 211,438.15
Whitefish Cr Union -	\$ 59,739.86
Glacier Bank (PIF's) -	\$ 128,981.24
TOTAL CASH -	\$ 1,063,986.78
Outstanding Warrants -	\$ 179,220.07
Flathead County -	\$ 171,571.23
Glacier Bank -	\$ 7,648.84
(subtract outstanding warrants)	
AVAILABLE CASH -	\$ 884,766.71

1. Additional budget for Insurance Review - only pay current amount unless Board approves changes
2. \$10,000 each for Audit and Engineering fees
3. 10% Increase for utilities
4. 25% Increase for Administrative Manager
5. See City of Whitefish breakdown - attached
6. Storage Unit - new mgmt, no increase last 3 yrs
7. Added Mission Control monitoring/annual fee

Using numbers from final budget for I&I Project
updated July 2022

PROJECT BUDGET AS OF JULY 12, 2022

(July 2022 budget \$905,589 - \$16,951 already
reimbursed + \$100,000 additional BMSD contingency)

GRANT FUNDS				
BMSD Contribution			\$ 74,400	\$ 171,767
DNRC/RRGL			\$ 125,000	\$ 125,000
Flathead County MAG			\$ 102,006	\$ 208,822
Flathead County ARPA Match			\$ 51,003	\$ -
MCEP/TSEP			\$ 302,410	\$ 483,049
Total Grant Revenue			\$ 654,819	\$ 988,638

(additional contingency if project goes over budget)

\$16,951 has already been reimbursed by MCEP
(\$988,638 + \$16,951 = \$500,000)

For final budget these numbers have been reduced by
anything submitted and reimbursed in FY22 (\$16,951)

FY23 FINAL BUDGET FOR BIG MOUNTAIN SEWER DISTRICT

Detail Explanations for Increase

Non-Tax Revenues:

1. Increase Plant Investment Fee BMSD share. Increase from \$7,500 anticipated to \$10,000 due to increase in construction – both number of units and costs of units.
2. Interest Revenue - Same as last year.
3. Increase Penalties and Interest so more in line with FY22 actual numbers. We received \$3,188 for FY22.

(Note: Flathead County split Investment Earnings and Penalties and Interest a couple of years ago – now have enough history for better budget numbers.)

Tax Revenue:

1. BMSD Board decided to leave the cost per EDU the same for FY23 as it was in FY21 and FY22. City of Whitefish was contacted, and they are planning a rate increase for FY23. The total assessment change based upon newly developed properties within the sewer district, and final plat for Medicine Rock, which means those properties have been added to our tax roll. \$596,482 was assessed for FY23.

Grant Revenue:

1. BMSD received a \$125,000 grant for RRGL for our I & I project.
2. BMSD received a \$500,000 grant for TSEP our I & I project. (name changed to MT Coal Endowment Fund/MCEP)
3. BMSD received a \$313,233 ARPA grant through Flathead County (\$208,822 grant from Flathead County MAG, and 50% of the match, \$104,411 from Flathead County); the new budget is to accept only \$208,822 from Flathead County MAG, and zero dollars from Flathead County.

Expenditures: (explanations of changes)

1. 5020 City of Whitefish Fees – increase to \$450,000 due to high occupancy and new construction along with anticipated rate increase from City of Whitefish (see estimate on Volume History sheet attached)
2. 5040 Dues & Subscriptions – increased for Mission Control Monitoring
3. 5050 Bonding & Insurance – Bales was tasked to look into BMSD insurance coverage. While working with MT Association of Counties (MACo) their estimate was \$10,000. BMSD currently pays \$2,000. Bales is continuing to working on quotes for insurance. These additionally budgeted monies will not be spent unless the Board decides we need to change our insurance coverage.
4. 5071 Line Maintenance Expense –budget for FY23 is \$10,150. See Hanchett Maintenance Budget.

5. 5073 & 5074 Lift Station Operations. Includes the annual contract for alarms. See Hanchett Maintenance Budget. Also includes \$137.50 per month for the Flathead Electric and NW Energy usage charges. (increase utility fees by 10%)
6. 5076 Legal – increase from \$5,000 to \$8,500. We are using attorney much more with the I&I Project.
7. 5079 Lift Station Repairs – see Hanchett Maintenance Budget
8. 5080 Professional Fees – Increased by \$4,000 total. Audit will be much more complex with I&I Project and grants, went from \$6000 to \$10,000 for audit and remained at \$10,000 for engineering.
9. 5090 Maintenance/Labor – see Hanchett Maintenance Budget
10. 5091 Maintenance/Supplies – see Hanchett Maintenance Budget
11. 5100 Utilities – 10% increase
12. 5110 District Administration – per BMSD Board motion increased from \$1000 per month to \$1,250 plus \$3000 for additional duties due to I&I Project
13. 5115 Management Fee – this is for our contract with Whitefish Mountain for PWS Hanchett and his crew. A copy of the contract showing the annual increase is attached.
14. 5155 Telephone – 10% increase
15. 5182 Records Retention – \$100 per year increase, the storage facility has new management, and our rate has not increased in the last three years
16. 5700 Depreciation – we add donated assets from Glades 4 and Northern Lights West Phase 3 so depreciation increases along with the value of our assets; along with estimated depreciation for adding new I&I Project; estimated at \$52,000

Capital Expense:

1. Hanchett does not have any capital projects budgeted in addition to the I&I Project

Grant Application Expenses:

The I&I Project and the grant funding numbers have been updated to reflect Montgomery's newest budget in July 2022. Also added \$100,000 budget for additional contingency to be paid by BMSD.

AGREEMENT

This Agreement, made by and between WINTER SPORTS, INC of Whitefish, Montana and THE BIG MOUNTAIN SEWER DISTRICT of Whitefish, Montana, for the purpose of WINTER SPORTS, INC. handing the maintenance duties of the SEWER DISTRICT, as follows:

WINTER SPORTS, INC. agrees to provide to the SEWER DISTRICT, the following services:

1. Total ordinary maintenance of cells and in-place equipment;
2. Total ordinary maintenance of the line to Whitefish, including manholes and meter readings as required by the City of Whitefish;
3. Total ordinary maintenance of all collection lines within the SEWER DISTRICT boundary, including lampholes and manholes;
4. Providing supervisory/management personnel to determine that the ordinary maintenance is being correctly and timely accomplished.

Extraordinary maintenance for the SEWER DISTRICT, including but not limited to the examination and solving of the current infiltration problem, will not be covered by this Agreement. Should the WINTER SPORTS, INC. Maintenance personnel be used for part or all of this type of extraordinary maintenance, the costs will be billed by WINTER SPORTS, INC. to the SEWER DISTRICT.

Yearly Fee Schedule

	Jul-2019	Jul-2020	Jul-2021	Jul-2022	Jul-2023
	Jun-2020	Jun-2021	Jun-2022	Jun-2023	Jun-2024
Yearly Fee	\$26,100	\$27,144	\$27,960	\$28,800	\$29,664
Monthly payment	\$2,175	\$2,262	\$2,330	\$2,400	\$2,472
Increase of		4%	3%	3%	3%

Rates per Hour per Year

Type of Labor	Jul-2019	Jul-2020	Jul-2021	Jul-2022	Jul-2023
	Jun-2020	Jun-2021	Jun-2022	Jun-2023	Jun-2024
Professional	\$45.00	\$46.00	\$48.00	\$49.00	\$51.00
Semi-Skilled	\$32.50	\$33.50	\$34.50	\$35.00	\$36.00
Increase of		3%	3%	3%	3%

Either party shall have the right to terminate this agreement upon the breach by the other party or any material covenants and conditions contained in this agreement, provided the terminating party gives sixty (60) days' notice, in writing, of the breach to the breaching party and such breach is not corrected within said sixty (60) days' notice, and upon the expiration of such sixty (60) days, this agreement shall be deemed cancelled and terminated.

In the event it is not easily determined if a project will be "ordinary" or "extraordinary" maintenance, a

Big Mountain Sewer District
2022-23 Maintenance Recommendations
From Jason Hanchett

Recurring / Routine Maintenance				Labor & Subcontractors	Materials	Total
Location	Acct. #	Description	Remarks			
				\$ 500.00		\$ 500.00
Lift Station #1	5073	Pump Clean	Vac Truck and Hoist Truck	\$ 1,000.00		\$ 1,000.00
Lift Station #1	5073	Generator annual service	TWEnterprises Inc.	\$ 500.00		\$ 500.00
Lift Station #2	5074	Pump Clean	Vac Truck	\$ 1,000.00		\$ 1,000.00
Lift Station #2	5074	Generator annual service	TWEnterprises Inc.	\$ 200.00		\$ 200.00
Elk Highlands Meter	5071	Clean with Vac Truck	A-1 Sanitation	\$ 200.00		\$ 200.00
Village Meter	5071	Clean with Vac Truck	A-1 Sanitation	\$ 350.00		\$ 350.00
East Lakeshore Meter	5071	Clean with Vac Truck	Test Meter, A-1	\$ 800.00		\$ 800.00
Hibernation to Sub II	5071	Clean with Vac Truck	A-1 Sanitation	\$ 1,000.00		\$ 1,000.00
Pine Lot to Sewer Road	5071	Clean with Vac Truck	A-1 Sanitation	\$ 1,800.00		\$ 1,800.00
Clean/Jet line at Elk Highlands SSO	5071	Line under Big Mtn. Rd. with bellies 1710'	A1 Sanitation	\$ 250.00		\$ 250.00
Montana Rural Water	5040	Dues		\$ 1,700.00		\$ 1,700.00
Flow meter monitoring system	5040	Mission Control Monitoring Service	Due in March (3 Units)			
				Recurring Total		\$ 9,300.00

Additional Recommendations				Labor & Subcontractors	Materials	Total
Location		Description	Remarks			
Maintenance Labor	5090	To help with I & I or other non routine item		\$ 1,800.00		\$ 1,800.00
Training???	5041			\$ 200.00		\$ 200.00
Clean/Jet main line in the Woodrun Sub.	5071	Clean with Jetter/Vac. Truck	A-1 Sanitation	\$ 1,500.00		\$ 1,500.00
Camera main line in the Woodrun Sub.	5071	Camera/Inspect 8" Sewer line	A-1 Sanitation	\$ 1,500.00		\$ 1,500.00
Clean/Jet main line in Hemlock lot to MR dr.	5071	Clean with Jetter/Vac. Truck	A-1 Sanitation	\$ 1,000.00		\$ 1,000.00
Camera main line in Hemlock lot to MR dr.	5071	Camera/Inspect 8" Sewer line	A-1 Sanitation	\$ 1,000.00		\$ 1,000.00
Clean/Jet main line easement Elk/Medicine	5071	Camera/Inspect 8" Sewer line	A-1 Sanitation/vac. truck	\$ 800.00		\$ 800.00
MH Ring and Cover lower/concrete collars	5091	Estimating two units to be done CY	Cutting Edge Excavation	\$ 5,000.00		\$ 5,000.00
Lift station control board repairs/troubleshoot	5079	Estimating possible contractor work		\$ 1,100.00		\$ 1,100.00
						\$ -
						\$ -
				Additional Recommendations		\$ 13,900.00

Capital				Labor & Subcontractors	Materials	Total
Location		Description	Remarks			
				Capital Total		\$ -

Recurring Total	\$	9,300.00
New Items Total	\$	13,900.00
Capital	\$	-
Total	\$	23,200.00

Notes	
A1 Sanitation Pricing	large camera \$1 per foot or \$225 per hr. small push camera \$150 per hr. Jetter \$1 per foot or \$185 per hr.
Cutting Edge Pricing	Lowering rings and cover and placing in concrete \$2500 each

By Account #	5040	\$	1,950.00
Routine	5041	\$	200.00
Maintenance	5071	\$	10,150.00
Only	5073	\$	1,500.00
	5074	\$	1,500.00
	5090	\$	1,800.00
	5091	\$	5,000.00
	5079	\$	1,100.00
Total		\$	23,200.00

Big Mountain Sewer District
Sewer Historical Volumes
As billed by the City of WF

	Months Billed											Year	
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	End Total
2017-18													
Starting Reading	49,724,500	51,295,148	53,279,732	54,311,624	55,041,906	55,731,252	56,809,490	59,345,480	61,637,987	63,931,629	66,711,862	72,576,269	49,724,500
Ending Reading	51,295,148	53,279,732	54,311,624	55,041,906	55,731,252	56,809,490	59,345,480	61,637,987	63,931,629	66,711,862	72,576,269	73,559,553	73,559,553
Month Usage Billing	1,570,648	1,984,584	1,031,892	730,282	689,346	1,078,238	2,535,950	2,262,507	2,293,642	2,780,233	5,864,407	993,284	23,835,053
Dollars Billed	\$15,382.24	\$19,412.26	\$10,113.99	\$8,025.98	\$7,578.55	\$11,829.14	\$27,762.37	\$25,101.10	\$25,113.51	\$30,431.95	\$64,141.97	\$107,912.29	\$255,684.35
Cost per Gallon	\$ 0.0098	\$ 0.0098	\$ 0.0098	\$ 0.0110	\$ 0.0110	\$ 0.0110	\$ 0.0109	\$ 0.0109	\$ 0.0109	\$ 0.0109	\$ 0.0109	\$ 0.0110	\$ 0.0107

2018-19													
Starting Reading	73,559,553	75,053,518	76,954,614	77,971,179	78,675,905	79,553,279	80,430,653	83,216,322	85,423,133	87,744,601	90,918,309	93,065,712	73,559,553
Ending Reading	75,053,518	76,954,614	77,971,179	78,675,905	79,553,279	80,430,653	83,216,322	85,423,133	87,744,601	90,918,309	93,065,712	94,181,819	94,181,819
Month Usage Billing	1,493,965	1,901,096	1,016,565	704,726	877,374	877,374	2,785,669	2,206,811	2,321,458	3,173,708	2,147,403	1,116,107	20,622,266
Dollars Billed	\$16,373.04	\$20,822.99	\$11,155.06	\$8,671.17	\$10,784.38	\$10,784.38	\$34,141.91	\$27,056.69	\$28,470.09	\$38,891.51	\$26,329.53	\$13,706.47	\$247,187.21
Cost per Gallon	\$ 0.0110	\$ 0.0110	\$ 0.0110	\$ 0.0123	\$ 0.0123	\$ 0.0123	\$ 0.0123	\$ 0.0123	\$ 0.0123	\$ 0.0123	\$ 0.0123	\$ 0.0123	\$ 0.0120

2019-20													
Starting Reading	94,181,819	96,308,266	98,187,761	99,479,011	100,285,604	100,980,005	102,082,229	104,905,122	107,282,491	109,876,684	111,627,521	114,411,107	94,181,819
Ending Reading	96,308,266	98,187,761	99,479,011	100,285,604	100,980,005	102,082,229	104,905,122	107,282,491	109,876,684	111,627,521	114,411,107	116,281,602	116,281,602
Month Usage Billing	2,126,447	1,879,495	1,291,250	806,593	894,401	1,102,224	2,822,893	2,377,369	2,594,193	1,750,837	2,783,586	1,870,495	22,099,783
Dollars Billed	\$26,073.03	\$23,050.34	\$15,850.22	\$9,918.02	\$8,711.89	\$13,801.53	\$35,275.47	\$29,715.34	\$32,421.30	\$21,866.22	\$34,764.92	\$23,389.55	\$274,887.83
Cost per Gallon	\$ 0.0123	\$ 0.0123	\$ 0.0123	\$ 0.0123	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0124

2020-21													
Starting Reading	116,281,602	118,234,459	120,344,937	121,916,001	123,235,470	124,120,033	125,321,239	128,008,944	130,611,076	133,244,004	136,135,972	137,867,775	116,281,602
Ending Reading	118,234,459	120,344,937	121,916,001	123,235,470	124,120,033	125,321,239	128,008,944	130,611,076	133,244,004	136,135,972	137,867,775	139,645,244	139,645,244
Month Usage Billing	1,952,857	2,110,478	1,571,054	1,319,469	884,563	1,201,206	2,697,705	2,602,132	2,632,928	2,891,968	1,731,803	1,777,489	23,363,642
Dollars Billed	\$24,417.43	\$26,384.54	\$19,652.65	\$16,512.74	\$11,085.12	\$15,036.82	\$33,676.41	\$32,606.75	\$32,991.70	\$36,228.70	\$21,727.64	\$22,298.46	\$292,619.96
Cost per Gallon	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125

FY22 City of Whitefish Estimated Costs for Budget:				
Gallons	Cost per Gallon	Estimated Cost	Add 5% Usage	TOTAL ESTIMATE
25,000,000	0.0125	\$ 312,500.00	\$ 15,625.00	\$ 328,125.00

2021-22													
Starting Reading	139,645,244	142,032,107	144,537,893	146,304,604	147,516,913	148,872,326	150,351,069	153,563,108	155,311,453	159,646,223	162,884,410	165,585,511	139,645,244
Ending Reading	142,032,107	144,537,893	146,304,604	147,516,913	148,872,326	150,351,069	153,563,108	155,311,453	159,646,223	162,884,410	165,585,511	167,623,310	167,623,310
Month Usage Billing	2,386,863	2,505,786	1,768,911	1,212,109	1,355,413	1,478,743	3,212,039	2,748,355	3,334,760	3,238,187	2,701,101	2,037,799	27,978,065
Dollars Billed	\$29,915.89	\$31,402.43	\$22,166.49	\$15,231.46	\$17,022.76	\$18,564.39	\$40,230.59	\$34,434.54	\$41,764.60	\$40,557.44	\$33,843.65	\$25,562.59	\$350,697.04
Cost per Gallon	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125	\$ 0.0125

FY23 City of Whitefish Estimated Costs for Budget:				
Gallons	Cost per Gallon	Estimated Cost	Add 5% Usage	TOTAL ESTIMATE
28,000,000	0.015	\$ 420,000.00	\$ 21,000.00	\$ 441,000.00

7/12/2022

Big Mountain County Sewer District - 2022

Project Budget - I&I Mitigation

	RRGL	MCEP	Flathead County MAG	Local Reserves	TOTAL
ADMIN/FINANCIAL COSTS					
Personnel Costs	\$0	\$0	\$0	\$0	\$0
Office Costs	\$0	\$0	\$0	\$0	\$0
Professional Services	\$0	\$0	\$18,900	\$0	\$18,900
Legal Costs	\$0	\$0	\$5,500	\$0	\$5,500
Bond Cost	\$0	\$0	\$0	\$0	\$0
Loan Reserves	\$0	\$0	\$0	\$0	\$0
Interim Interest	\$0	\$0	\$0	\$0	\$0
Audit Fees	\$0	\$0	\$0	\$10,000	\$10,000
TOTAL ADMIN/FIN. COSTS:	\$0	\$0	\$24,400	\$10,000	\$34,400
					4%
ACTIVITY COSTS:					
	RRGL	MCEP	Flathead County MAG	Local Reserves	TOTAL
Final Engineering Design	\$55,000	\$33,436	\$0	\$0	\$88,436
Construction Inspection	\$70,000	\$0	\$0	\$0	\$70,000
Construction	\$0	\$207,900	\$159,100	\$0	\$367,000
Contingency	\$0	\$258,664	\$25,322	\$61,767	\$345,753
TOTAL ACTIVITY COSTS:	\$125,000	\$500,000	\$184,422	\$61,767	\$871,189
					96%
TOTAL PER FUNDING SOURCE:	\$125,000	\$500,000	\$208,822	\$71,767	\$905,589
Percentage of TPC	13.8%	55.2%	23.1%	7.9%	TPC

RESOLUTION #23-2

Resolution to accept the determination that a categorical exclusion is appropriate for the Big Mountain County Sewer District's I&I Mitigation Project.

WHEREAS, the Big Mountain County Sewer District (the "District") has completed an assessment to identify potential environmental impacts to the I&I Mitigation Project;

WHEREAS, the draft Environmental Assessment was made available for public comments and the findings were presented and reviewed at a public meeting;

WHEREAS, no substantive public comment was received, (or public comment was received and responded to);

WHEREAS, The Big Mountain County Sewer District has determined that the I&I Mitigation Project will not significantly affect the quality of the human environment and accordingly the Big Mountain County Sewer District has determined that a Categorical Exclusion from MEPA review is appropriate, and that an Environmental Impact Statement or Environmental Assessment and EIS is not necessary.

NOW, THEREFORE, BE IT RESOLVED that Big Mountain County Sewer District Board of Directors adopts the final Environmental Assessment for the BMCSD I&I Mitigation Project; and,

BE IT FURTHER RESOLVED, that this resolution of approval shall be entered into the minutes of the Board of Directors.

APPROVED AND ADOPTED THIS 29th day of September, 2022.

BIG MOUNTAIN COUNTY SEWER DISTRICT BOARD voting as follows:

FOR: Clough, Ferrion, Kincaid, McHughan, Sato
AGAINST: none
ABSTAIN: none
ABSENT: none



Jennifer Sato, President



Leslie Bales, Secretary

CERTIFICATE AS TO RESOLUTION AND ADOPTING VOTE

I, the undersigned, being the duly qualified and acting recording officer of Big Mountain Sewer District, Montana (the "District"), hereby certify that the attached is a true copy of a Resolution entitled: "RESOLUTION TO ACCEPT THE DETERMINATION THAT A CATEFORICAL EXCLUSION IS APPROPRIATE FOR THE BIG MOUNTAIN COUNTY SEWER DISTRICT'S I&I MITIGATION PROJECT" (the "Resolution"), on file in the original records of the District in my legal custody; that the Resolution was duly adopted by the Board of Directors of the District at a regular meeting on September 29, 202s, and that the meeting was duly held by the Board of Directors and was attended throughout by a quorum, pursuant to call and notice of such meeting given as required by law; and that the Resolution has not as of the date hereof been amended or repealed.

I further certify that, upon vote being taken on the Resolution at said meeting, the following Directors

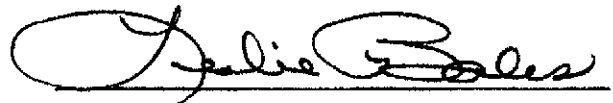
voted in favor thereof: Clough, Ferrian, Kincaid, McAughey, Sato.

voted against the same: none

abstained from voting thereon: none

or were absent: none

WITNESS my hand officially this 29th day of September, 2022.



Leslie Bales, Secretary

Environmental Review Form

Big Mountain County Sewer District (BMCSD) – I&I Mitigation Project

Please answer the following as they apply to your proposed project:

1. **Alternatives:** Describe reasonable alternatives to the project.
 - In the initial 2019 I&I Technical Memorandum, BMCSD identified and analyzed: No Action; sewermain replacement and rehabilitation; manhole replacement and rehabilitation; runoff controls; and sewer service line replacement as alternatives for addressing significant infiltration & inflow into the sewage collection system.
 - As the project progressed to a Preliminary Engineering Report in 2020 and CCTV inspection was conducted within the suspected sub-basins, it became apparent that the sewer mains were not in particularly poor shape and that most of the suspected I&I was coming from manholes throughout the system. Alternatives for addressing manhole I&I included: replacement; CIP rehabilitation; chimney reconstructing, and; raising manhole lids that are submerged during runoff.
 2. **Mitigation:** Identify any enforceable measures necessary to reduce any impacts to an insignificant level.
 - Measures to reduce noise impacts include: working only during ordinary business hours and requiring Jake-brake mufflers.
 - Measures to reduce air quality impacts include: watering work areas and minimizing offsite migration of tracked mud/dirt.
 3. **Is an EA or Environmental Impact Statement (EIS) required?** Describe whether or not an EA or EIS is required and explain in detail why or why not.
 - The applicant contends that the I&I Mitigation Project is statutorily exempt from MEPA review since it satisfies several provisions under A.R.M. 8.2.328(2):
 - Projects where the footprint of the proposed structures, pipelines, or other infrastructure would be substantially unchanged from existing conditions, and there is no increase in the population served by the facility;
 - projects relating to existing infrastructure systems such as sewer systems, drinking water supply systems, and stormwater systems, including combined sewer overflow systems that involve:
 - minor upgrading;
 - rehabilitation of the existing system and system components
- It is not expected that the I&I Mitigation Project is controversial to the public.

Consequently, the project qualifies for a Categorical Exclusion from MEPA review and should require no further or more detailed review as in an Environmental Assessment or Environmental Impact Statement.

4. **Public Involvement:** Describe the process followed to involve the public in the proposed project and its potential environmental impacts. Identify the public meetings – where and when – the project was considered and discussed, and when the applicant approved the final environmental assessment.

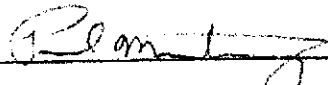
- The public was informed of the project and possible environmental impacts during a BMCSD workshop conducted 10/26/21. No public comment was received.
- The public will be again advised of the project's potential environmental impacts during an advertised public hearing conducted 9/29/22, wherein the CatEx determination will be made and acted upon by the Board via Resolution.

5. **Person(s) Responsible for Preparing:** Identify the person(s) responsible for preparation of this checklist.

- Paul W. Montgomery, P.E. (406-449-3303) was responsible for: preparing this checklist; the Environmental Checklist and; recommending the determination that a Categorical Exclusion from MEPA review is warranted.

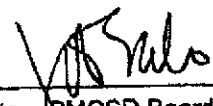
6. **Other Agencies:** List any state, local, or federal agencies that have overlapping or additional jurisdiction or environmental review responsibility for the proposed action and the permits, licenses, and other authorizations required; and list any agencies or groups that were contacted or contributed information to this Environmental Assessment (EA).

- No other state, local or federal agencies have overlapping/additional jurisdiction or environmental review responsibility for BMCSD's I&I Mitigation Project. State and federal agencies that were solicited for comment on this environmental review include:



Authorized Representative, Title

9/14/22
Date



Jen Sato – BMCSD Board President
Big Mountain County Sewer District

9/29/22
Date